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OTE 86-1008
7 May 1986

MEMORANDUM FOR: Chief, Audit Staff

VIA: Inspector General

FROM:
Director of Training and Education

SUBJECT: Report of Audit
Office of Training and Education
1 July 1983 - 30 September 1985

1. Following are the D/OTE comments on the subject report:

Paragraphs 8, 9, 10 and Recommendation:

Training Support Division is moving as quickly as possible to increase the efficiency in processing Agency training requests, including the documentation for completed external training. The backlog in this documentation resulted from a system that is highly labor intensive. We are at once steadfastly working on this backlog, and identifying ways to streamline procedures. These efforts include the immediate addition of a second VM terminal. In the longer term, we will implement a computerized system that will enable us to administer Agency training in a more cost-effective and efficient way. To that end, we are aggressively looking for experts in computer programming. If you have additional questions, my contact concerning these matters is

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